

Lucy St. John

From: Colleen Mailloux <cmailloux@amherstnh.gov>
Sent: Monday, August 17, 2015 2:22 PM
To: Lucy St. John
Subject: RE: [Plan-link] Surveys submitted with a building permit application

Hi Lucy! Hope all is well with you!

In Amherst our regulations say that the building official "may" require a certified plot plan. We typically enforce the "may" for new homes, additions, garages etc. We do not usually require a certified for sheds, etc.

If the proposed structure will be very close to a building setback, we may require that a surveyor flag the corners of the proposed foundation to keep the contractors on track. We also, under our wetland and watershed district ordinance, require placards to be placed demarcating wetlands buffer boundaries, which helps to avoid "oops" in the field.

Neither the Building Official nor I are surveyors, and we rely on the surveyor signing and stamping the flag to make sure that their work is accurate. If the inspector or I am on site and see that a foundation location is obviously inconsistent with what was submitted, we will ask for verification by their surveyor.

Colleen P. Mailloux, AICP
Community Development Director
Town of Amherst
PO Box 960
Amherst, NH 03031
603.673.6041 x204

The Right-to-Know Law (RSA 91-A) provides that most email communications, to or from Town employees regarding the business of the Town of Amherst, are government records available to the public upon request. Therefore, this email communication may be subject to public disclosure.

From: plan-link-bounces@maillist2.nh.gov [mailto:plan-link-bounces@maillist2.nh.gov] **On Behalf Of** Lucy St. John
Sent: Monday, August 17, 2015 2:04 PM
To: plan-link@maillist2.nh.gov
Subject: [Plan-link] Surveys submitted with a building permit application

Looking to see if there are any towns/cities that require a survey plan stamped by the NH surveyor as part of the building permit application. Does your town/city require a certified plot plan signed by a NH surveyor or some other documentation (not just a deed) prior to a foundation being poured or a structure expanded or located at the property? Does the building inspector or code enforcement officer verify the accuracy, for example makes sure the setbacks are met before a foundation is poured? Is the building inspector or code enforcement officer also a NH licensed surveyor? If you could respond today, that would be great. Lucy

Lucy A. St. John, AICP
Planning and Zoning Administrator
Town of New London
375 Main Street

Lucy St. John

From: Rick Sawyer <rsawyer@bedfordnh.org>
Sent: Monday, August 17, 2015 2:34 PM
To: Lucy St. John
Subject: RE: [Plan-link] Surveys submitted with a building permit application

Bedford requires a certified (NH surveyor stamp) foundation plan prior to framing being allowed to proceed unless in the eyes of the Code Official it is not needed for things like pools, decks, and sheds. We do get one with all new construction. The plan shows property lines, setbacks, and the existing/proposed foundation.

Hope all is well!
Rick

Rick Sawyer, AICP
Acting Town Manager
Planning Director / Zoning Administrator
24 North Amherst Road
Bedford, NH 03110
(603) 792-1319
rsawyer@bedfordnh.org

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Lucy A. St. John, AICP
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375 Main Street
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(603) 526- 9494 (fax)
zoning@nl-nh.com

Lucy St. John

From: Candace Daigle <planner@belmontnh.org>
Sent: Monday, August 17, 2015 2:43 PM
To: Lucy St. John
Subject: RE: [Plan-link] Surveys submitted with a building permit application

Belmont does not require a certified (signed by a licensed land surveyor) plot plan with every building permit application.

However, we require a certified plot plan showing the proposed construction for all applications to the ZBA for dimensional relief.

We also can and do require that setbacks related to a building permit be staked/confirmed by a licensed land surveyor in any case where our staff is unable to determine or uncomfortable with the dimension as proposed by the land-owner.

We have found time and again that it's cheaper to have the dimension certified up front than it is to try and correct after-the-fact.

Candace L. Daigle
 Town Planner
 Town of Belmont
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 603-267-8307 (F)
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 Please consider the environment before printing this email.

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Lucy St. John

From: Karen Robertson <planzone@hopkinton-nh.gov>
Sent: Monday, August 17, 2015 3:17 PM
To: Lucy St. John
Subject: RE: [Plan-link] Surveys submitted with a building permit application

Hi Lucy,

For new homes and commercial structures, Hopkinton requires a certified plot plan at the time of footings, prior to pouring foundation. Plan needs to be stamped by a NH surveyor. We require this only for new construction; however, in some cases for additions. This typically happens if it appears that the location of the addition may be very close to property lines or if the property bounds cannot be found. Typically, for additions, the Applicant includes a site map that they have prepared that includes the setbacks from property lines. The Code Enforcement Officer, who is not a NH surveyor, will confirm that setbacks are met as part of the inspection process.

Hope this is helpful.

Karen Robertson
Planning Director
Town of Hopkinton, NH
planzone@hopkinton-nh.gov
www.hopkinton-nh.gov
(603) 746-4487 Ph.
(603) 746-2952 Fx.

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Planning and Zoning Administrator
Town of New London
375 Main Street
New London, NH 03257
(603) 526-4821, ext 16
(603) 526- 9494 (fax)

Lucy St. John

From: Kevin Lynch <klynch@litchfieldnh.gov>
Sent: Tuesday, August 18, 2015 6:01 PM
To: landusecodedept@wakefieldnh.com
Cc: Mike Hoffman; Lucy St. John; plan-link@maillist2.nh.gov
Subject: Re: [Plan-link] Surveys submitted with a building permit application

In Litchfield a plot plan is not required unless there is question related to a lot line, wetland etc Plus most of the homes built after 1980 have plot plans to scale be it true septic as-built or certify foundation plot plan and thank the only building official In most cases I would help the owner get a copy of there lot plan and simple show them how to do a simple plot plan for his or her permit or just go out to the site and hepl them do one It is not rock science in most cases

By just stating to a person who would like to build a addition he needs a certify plot plan which could be price can cause some friction But being more proactive and helpful set the applicant at easy

On Tue, Aug 18, 2015 at 1:11 PM, Nate Fogg, Town of Wakefield <landusecodedept@wakefieldnh.com> wrote:

In Wakefield, if someone is close to the setback line we require a certified plot plan, otherwise none is required. And by 'close' we count within 5 feet of the setback line, unless the setback is easily viewed with a string pulled from corner pin to corner pin for direct measurement.

Nate...

Nathan Fogg

Town of Wakefield

Code Enforcement/ Health Officer

Land Use Department

Conservation Comm Chairman

landusecodedept@wakefieldnh.com

[603.522.6205](tel:603.522.6205) x308

Lucy St. John

From: Mike Hoffman <mhoffman@newmarketnh.gov>
Sent: Tuesday, August 18, 2015 1:04 PM
To: Lucy St. John; plan-link@maillist2.nh.gov
Subject: RE: [Plan-link] Surveys submitted with a building permit application

We, in Newmarket, may be in the half that does not *always* require a Certified Plot Plan or Certified Foundation Plan. If the local zoning calls for 30' setback and the proposed structure is hundreds of feet away, it seems somewhat unnecessary to get the footing pinned and certified. If an applicant is tight to any type of setback (Wetland, Shoreland, property line) we do require at least a partial plot plan and foundation certification, either by a LLS or PE. Often, in those rural situations, the septic plan covers the bases.

Michael Hoffman
Building Safety & Health Officer
Town of Newmarket
186 Main Street
Newmarket, NH 03857
Direct Line 603-659-8501 ext. 1311
Inspections 603-659-8501 ext. 1310

fax: 603-659-8508

www.newmarketnh.gov



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Lucy A. St. John, AICP
Planning and Zoning Administrator
Town of New London

Plymouth

Lucy St. John

From: Brian Murphy <bmurphy@plymouth-nh.org>
Sent: Monday, August 17, 2015 3:04 PM
To: Lucy St. John
Subject: RE: [Plan-link] Surveys submitted with a building permit application

Plymouth, here.

Not for a BP, but yes for SPR and Subdiv.

We do not require it, but do look at setbacks – though meeting them here (30' from road, 15' to sides and rear) is fairly easy.

Not many building officials are LSs – (think about it – not only is the emphasis different, but surveyors can command more \$\$\$\$ than a muni employee)

The fact that this trade carries a State license means that their entire career is on the line with every stamp, and is theirs to defend.

Brian

From: plan-link-bounces@maillist2.nh.gov [mailto:plan-link-bounces@maillist2.nh.gov] **On Behalf Of** Lucy St. John
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zoning@nl-nh.com

Newport

SURVEY
Bldg Permit

Lucy St. John

From: plan-link-bounces@maillist2.nh.gov on behalf of plan-link-request@maillist2.nh.gov
Sent: Friday, August 21, 2015 11:46 AM
To: plan-link@maillist2.nh.gov
Subject: Plan-link Digest, Vol 125, Issue 31

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plan-link@maillist2.nh.gov

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plan-link-request@maillist2.nh.gov

You can reach the person managing the list at
plan-link-owner@maillist2.nh.gov

When replying, please edit your Subject line so it is more specific than "Re: Contents of Plan-link digest..."

Today's Topics:

1. Re: Surveys Submitted with a Building Permit (Julie M. Magnuson)
2. Re: site walks (Bruce Simpson)
3. meeting minutes (Northrop, Chris)

Message: 1

Date: Thu, 20 Aug 2015 16:30:22 -0400
From: "Julie M. Magnuson" <topaz@newportnh.net>
To: <plan-link@maillist2.nh.gov>
Subject: Re: [Plan-link] Surveys Submitted with a Building Permit
Message-ID: <002001d0db87\$0a1d1390\$1e573ab0\$@newportnh.net>
Content-Type: text/plain; charset="us-ascii"

Hi there, Lucy. It is my understanding that municipalities make decisions based on the best information they have available to them. It is the applicant's responsibility to provide that information with the building permit. To require a survey would be very costly and it would seem unreasonable in my mind. In the rare circumstance that the boundary is truly questionable, I suppose you could just deny the permit until the applicant can prove where the boundary actually is (via a statement or signed survey by a licensed land surveyor).

Our permits here in Newport have a statement that, ..."all of the information provided on this permit application is true and accurate to the best of my knowledge". I believe a person would be guilty of a misdemeanor if they knowingly falsified the application documents. I would never, ever want my Building Inspector (or myself for that matter) to act or presume to act as a land surveyor. We require distances to boundaries on all permits for new structures. Again, it is the responsibility of the applicant to provide truthful information.

Lucy St. John

From: Nate Fogg, Town of Wakefield <landusecodedept@wakefieldnh.com>
Sent: Tuesday, August 18, 2015 1:12 PM
To: 'Mike Hoffman'; Lucy St. John; plan-link@maillist2.nh.gov
Subject: RE: [Plan-link] Surveys submitted with a building permit application

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Nate...

Nathan Fogg
Town of Wakefield
Code Enforcement/ Health Officer
Land Use Department
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"Government- If you think the problems we create are bad, just wait until you see our solutions!"- Despair.com

From: plan-link-bounces@maillist2.nh.gov [mailto:plan-link-bounces@maillist2.nh.gov] **On Behalf Of** Mike Hoffman
Sent: Tuesday, August 18, 2015 1:04 PM
To: 'Lucy St. John'; plan-link@maillist2.nh.gov
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Lucy St. John

From: Steven Keach <skeach@keachnordstrom.com>
Sent: Monday, August 17, 2015 2:36 PM
To: Lucy St. John; plan-link@maillist2.nh.gov
Subject: RE: [Plan-link] Surveys submitted with a building permit application

Lucy:

Many NH Municipalities (at least half) require a Certified Plot Plan or Certified Foundation Plan, prepared and stamped by a Licensed Land Surveyor, at some point during the building process. Fundamentally, a certified plan depicts the location of a planned building or addition on the ground and in relation to lot boundaries, etc. The general purpose of the certified plan is to demonstrate zoning compliance (yards, setbacks, etc.). One municipality that I work for (Sandown) also requires the certified plan to depict as-built locations of any well or septic system serving a structure.

The most efficient time to require receipt of a certified plot or foundation plan is after installation of footings, but prior to pouring the actual foundation walls ... it's obviously a lot easier to correct footing location if the builder makes a mistake than to move an entire foundation!

*

I am not aware of any municipalities currently having code enforcement personnel that verify survey measurements or are themselves Licensed Land Surveyors nor do I see any benefit of the same.

I hope this helps.

Steve Keach, P.E.
Keach-Nordstrom Associates, Inc.

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